

 केन्द्रीय विद्यालय संगठन	केन्द्रीय विद्यालय संगठन /KENDRIYA VIDYALAYA SANGATHAN क्षेत्रीय कार्यालय, आगरा/REGIONAL OFFICE, AGRA (मानव संसाधन विकास मंत्रालय के अधीन, भारत सरकार) (Under Ministry of HRD, Govt. of India) ग्राण्ड पारेड रोड, आगरा छावनी/Grand Parade Road, Agra Cantt आगरा (उ.प्र.)-282001/Agra (U.P.) - 282001 ☎0562-2225530, 2225588, 2225523 Fax : 0562-2225374 <a href="http://www.kvsroagra.org">www.kvsroagra.org</a>
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दिनांक : 12.03.2019

### ORDER

In supersession to previous orders, the 'Internal Complaints Committee at KVS, RO level and at Vidyalaya level has to be re-constituted as per the provisions of the 'Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013' to deal with the complaints regarding sexual harassment of women at workplace, in terms of the provisions of Section 4(2) of the said Act enforced on 9<sup>th</sup> December, 2013.

Accordingly, in order to ensure effective implementation of the 'Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013' and to bring uniformity in the composition of ICC at every unit of KVS, the necessary instructions for composition of the 'Internal Complaint Committee'(ICC) is conveyed as under :

#### 1- KVS (RO) level ( Composition as notified vide KVS (HQ) order dated 01-06-2017 with the following change in its jurisdiction )

Sl.No	Nomenclature	Member to be nominated	Jurisdiction
1	Presiding Officer	Smt.Sunita Rai, Assistant Commissioner. KVS RO Agra	To inquire into the complaints of sexual harassment at work place against the officials at the Regional Office up to the level of SO (excluding FO) and against Principal, Vice Principal & HMs of the Region concerned.
2	NGO Member (One)	(i) Smt.Sheela Behal, 42/11,Billojpura.Madiy a Katra. Agra (ii) Dr.Krishna Pandey, 111,West Arjun Nagar, Agra	
3	Female Member (One)	(i) Smt.Sobha Sharma, Principal, KV.No1, AFS,Hindan (ii) Smt.Reena Chakraborti, Principal, KV, No.3,Jhansi (iii) Dr (Ms) Sonu Rai, Principal, KV No.1, Jhansi	
4	Male Member (One)	(i) Sh.Mukesh Kumar Garg, Principal, KV Sector 24, Noida (ii) Sh.Arvind Gaur, Principal, KV,DL,Meerut Cantt (iii) Sh.Anil Mohan, Principal, KV, Mathura Cantt	

#### 2. Vidyalaya level :

Sl.No	Nomenclature	Member to be nominated	Jurisdiction
1	Presiding Officer	The Presiding Officer of the ICC of the respective R.O. will act as Presiding Officer of the Vidyalaya level ICC also	To inquire into the complaints of sexual harassment in the

		for all KVs under its jurisdiction.	Vidyalaya except
2	NGO Member	One member from amongst NGOs committed to the cause of women and familiar with the issue relating to sexual harassment.(In case, due to remote location or otherwise, it is not practicable for any school to nominate an NGO member, the NGO Member nominated in any of the cluster schools or Regional ICC, may be nominated)	against Principal, Vice Principal and HM.
3	Member	Not less than two members from amongst employees preferably committed to the cause of women or who have had experience in social work of have legal knowledge.	
4	Member		
5	Member	One Representative from the VMC (preferably lady member)	

**Note:**

- (i) The composition of ICC at all level will be subject to the condition that one-half of the total members so nominated shall be women.
- (ii) All the members of the ICC including the Presiding officer shall hold office not exceeding three years from the date of nomination.
- (iii) A copy of the Act, as well as a compendium on Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 is being forwarded to the all KVs for further action.
- (iv) The inquiry into the complaints of sexual harassment at workplace is to be conducted strictly as per the procedure and timelines prescribed in the Act and the guidelines issued from time to time by the Govt. of India.

  
 Y. Arun Kumar  
 Deputy Commissioner 18/03/19.

**Distribution:-**

- 1- The Asstt. Commissioner (Vig.), KVS(HQ) New Delhi for information.
- 2- Smt.Sunita Rai, Asstt. Commissioner & Presiding Officer , ICC at KVS, RO,Agra.
- 3- Smt.Sheela Behal.42/11.Billojpur.Madiya Katra. Agra
- 4- Dr.Krishna Pandey,111.West Arjun Nagar. Agra
- 5- Smt.Sobha Sharma,Principal, KV,No1. AFS,Hindan
- 6- Smt.Reena Chakraborti, Principal, KV, No.3,Jhansi.
- 7- Dr (Ms) Sonu Rai, Principal, KV No.1, Jhansi
- 8- Sh.Mukesh Kumar Garg, Principal, KV Sector 24, Noida
- 9- Sh.Arvind Gaur, Principal. KV,DL,Meerut Cantt
- 10- Sh.Anil Mohan,Principal. KV. Mathura Cantt

✓ 11- **All the Principals of Agra Region with a request to bring this order to the notice of all the employees of KVs under their administrative control and also ensure compliance of the guidelines about constitution of the ICC at Vidyalaya level as per the composition given above and furnish the compliance report in respective of their KVs within one month from the date of issue of the letter.**

- 12- All the Officers and Branch Head of KVS RO Agra.